

Colorado Medical Assistance Program Department of Health Care Policy and Financing (DHCPF)

**Health Care Services Review –
Notification and Acknowledgement (278)
Transactions Standard Companion
Guide**

**Companion to Health Care Services
Review – Notification and
Acknowledgement ASC X12N 278
005010X216
Implementation Guide**

August 2016

Disclosure Statement

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Preface

This Companion Guide to the Health Care Services Review – Notification and Acknowledgement (278) adopted under Health Insurance Portability and Accountability Act (HIPAA) clarifies and specifies the data content when exchanging electronically with the Colorado DHCPF. Transmissions based on this Companion Guide, used in tandem with the **ASC X12N 278 005010X216 Implementation Guide**, are compliant with both ASC X12 syntax and those guides. This Companion Guide is intended to convey information that is within the framework of the ASC X12N Implementation Guides adopted for use under HIPAA. The Companion Guide is not intended to convey information that in any way exceeds the requirements or usages of data expressed in the Implementation Guides.

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1. INTRODUCTION

The Health Insurance Portability and Accountability Act (HIPAA) of 1996 carries provisions for administrative simplification. This requires the Secretary of the Department of Health and Human Services (DHHS) to adopt standards to support the electronic exchange of administrative and financial health care transactions primarily between health care providers and plans. HIPAA directs the Secretary to adopt standards for transactions to enable health information to be exchanged electronically and to adopt specifications for implementing each standard HIPAA serves to:

- Create better access to health insurance
- Limit fraud and abuse
- Reduce administrative costs

The HIPAA regulations at 45 CFR 162.915 require that covered entities not enter into transaction partner agreement that would do any of the following:

- Change the definition, data condition, or use of a data element or segment in a standard
- Add any data elements or segments to the maximum defined data set
- Use any code or data elements that are marked “not used” in the standard’s implementation specification or are not in the standard’s implementation specifications
- Change the meaning or intent of the standards implementation specifications

Effective January 1, 2013, health plans, covered entities and their business associates that engage in the exchange of claim status transaction are required by the Affordable Care Act (ACA) to comply with additional operating rule regulations for the 278 transactions. These operating rules are maintained by the Council for Affordable Quality Healthcare (CAQH) Committee on Operating Rules for Information Exchange (CORE).

SCOPE

The Companion Guide is to be used with, and to supplement the requirements in the HIPAA Accredited Standards Committee (ASC) X12 Implementation Guides and CORE Rules, without contradicting those requirements. Implementation Guides define the national data standards, electronic format, and values for each data element within an electronic transaction. The purpose of the Companion guide is to provide trading partners with a guide to communicate Colorado DHCPF specific information required to successfully exchange transactions.

The Companion Guide is intended for the business and technical users, within or on behalf of trading partners, responsible for the testing and setup of electronic claim status request and response transactions to Colorado DHCPF.

OVERVIEW

This section of the Companion Guide will provide guidance for establishing a relationship with Colorado DHCPF for the business purpose of doing the electronic Health Care Services Review – Notification and Acknowledgement (278) transaction.

REFERENCES

This section specifies additional on-line sources of helpful information related to electronic data interchange (EDI) and X12 transactions.

Workgroup for Electronic Data Interchange (WEDI) – <http://www.wedi.org>
United States Department of Health and Human Services (DHHS) – <http://aspe.hhs.gov/>
Centers for Medicare and Medicaid Services (CMS) – <http://www.cms.gov/hipaa/hipaa2/>

Designated Standard Maintenance Organizations (DSMO) – <http://www.hipaa-dsmo.org/>
National Council of Prescription Drug Programs (NCPDP) – <http://www.ncdp.org/>
National Uniform Billing Committee (NUBC) – <http://www.nubc.org/>
Accredited Standards Committee (ASC X12) – <http://www.x12.org/>
Data Interchange Standards Association (DISA) at www.disa.org
Washington Publishing Company (WPC) at <http://wpc-edl.com/>

Affordable Care Act (ACA) Section 1104 information is at the Centers for Medicare & Medicaid Services (CMS) website. For information on ACA Administrative Simplification information follow this link:

http://www.cms.gov/Regulations-and-Guidance/HIPAA-Administrative-Simplification/Affordable-Care-Act/index.html?redirect=/Affordable-Care-Act/02_OperatingRulesforHIPAATransactions.asp

ADDITIONAL INFORMATION

It is assumed that the trading partner has purchased and is familiar with the ASC X12 Type 3 Technical Report (TR3) being referenced in this Companion Guide. TR3s can be purchased from the ASC X12 store at <http://store.x12.org/store/>.

2. GETTING STARTED

TRADING PARTNER REGISTRATION

Any entity intending to exchange electronic transactions with Colorado DHCPF must agree to the Colorado DHCPF Trading Partner Agreement at the end of the Trading Partner Profile process. A Trading Partner Profile can be completed using the **Colorado Medicaid Web Portal** link at: <https://colorado-hcp-portal.xco.dcs-usps.com/hcp/provider>.

NOTE: Providers must be enrolled and approved before registering as a Trading Partner.

The **Colorado Medicaid Web Portal** will include the ability for file and report retrieval. Billing Agents and clearinghouses will have the option of retrieving the transaction responses and reports themselves and/or allowing each individual provider the option of retrieval. The trading partner will access the system using their assigned login and password. For information on the **Colorado Medicaid Web Portal**, go to: <https://colorado-hcp-portal.xco.dcs-usps.com/hcp/provider>.

CERTIFICATION AND TESTING OVERVIEW

All covered entities who submit electronic transactions are required to certify. This includes Clearing houses, Software Vendors, Provider Groups, and Managed Care Organizations (MCOs). If you submit your transactions through one of these agencies, they will certify on your behalf. However, if you submit transactions directly, you will need to certify. If you submit your transactions through an MCO, you should receive information from the MCO with certification requirements.

Results of the system's processing of your transactions are reviewed and communicated back via email. Once the test files all pass, a production ID and welcome letter will be sent confirming certification.

3. TESTING WITH THE PAYER

This section contains a detailed description of the testing phase.

Testing is required for the Health Care Services Review – Notification and Acknowledgement (278).

Before exchanging production transactions with Colorado DHCPF, each trading partner must complete production authorization testing.

Trading partner testing includes HIPAA compliance testing as well as validating the use of conditional, optional, and mutually defined components of the transaction.

Colorado DHCPF recommends that trading partners submit three successful and unique submissions and receive the associated 999 (accepted) acknowledgement in response in order to obtain approval from Colorado DHCPF to promote to Production.

Trading Partner Authorization Testing is detailed in the Trading Partner Profile **Testing Packet** for ASC X12 transactions available on the **Colorado DHCPF Training Portal** (<http://lms.xco.dcs-usps.com/>) — click on the **<Link Description>** link <location> page.

Questions may be directed to the <TBD> EDI Helpdesk at **1 (844) 801-8482 (this is a temporary number)** or via e-mail using the Contact **Us** link at the **top** of the Portal home page at: <https://colorado-hcp-portal.xco.dcs-usps.com/hcp/provider>.

4. CONNECTIVITY WITH THE PAYER/COMMUNICATIONS

PASSWORDS

Passwords are provided during initial enrollment and can be reset by contacting <TBD> Provider Relations – Electronic Claims Submission (ECS) Department at **1 (844) 801-8482 (this is a temporary number)** Option 0, Option 2. These passwords may not be shared.

Insert Connectivity Guide Link here

5. CONTACT INFORMATION

WORKING WITH COLORADO DHCPF

Colorado DHCPF, in an effort to assist the community with their electronic data exchange needs, has the following options available for either contacting a help desk or referencing a website for further assistance:

For general information to go Colorado DHCPF Website: <https://www.colorado.gov/hcpf>

<TBD> EDI SERVICES

Monday – Friday
8:00 a.m. – 5:00 p.m. MST

Technical, enrollment or setup questions:

E-mail: commis.edisupport@hpe.com

Telephone: **1 (844) 801-8482 (this is a temporary number)** options X then X

Fax: 1 (XXX) XXX-XXXX

6. CONTROL SEGMENTS/ENVELOPES

ISA-IEA

This section describes the use of the interchange control segments. It includes a description of expected sender and receiver codes, authorization information, and delimiters. (See Section 10 below, Transaction Specific Information)

GS-GE

This section describes the use of the functional group control segments. It includes a description of expected application sender and receiver codes. Also included in this section is a description concerning how Colorado DHCPF expects functional groups to be sent and how Colorado DHCPF will send functional groups. These discussions will describe how similar transaction sets will be packaged and Colorado DHCPF use of functional group control numbers. (See Section 10 below, Transaction Specific Information)

ST-SE

This section describes the use of transaction set control numbers. (See Section 10 below, Transaction Specific Information)

Transactions (ST-SE envelopes) are limited to a maximum of 5000 CLM segments.

7. PAYER SPECIFIC BUSINESS RULES AND LIMITATIONS

Payer specific business rule information regarding Colorado DHCPF can be found at the For Our Providers webpage on the Colorado DHCPF website, <http://www.colorado.gov/hcpf/our-providers>

8. ACKNOWLEDGEMENTS AND/OR REPORTS

The acknowledgement process will create the TA1 and 999 acknowledgement for the 278 transactions.

9. TRADING PARTNER AGREEMENTS

An EDI Trading Partner is defined as any Colorado DHCPF customer (provider, billing service, software vendor, employer group, financial institution, etc.) that transmits to, or receives electronic data from Colorado DHCPF.

Payers have EDI Trading Partner Agreements (TPA) that accompany the standard Implementation Guide to ensure the integrity of the electronic transaction process. The Trading Partner Agreement is related to the electronic exchange of information, whether the agreement is an entity or a part of a larger agreement, between each party to the agreement.

10. TRANSACTION SPECIFIC INFORMATION

This section describes how ASC X12N Implementation Guides (IGs) adopted under HIPAA will be detailed with the use of a table. The tables contain a row for each segment that Colorado DHCPF has something additional, over and above, the information in the IGs. That information can:

1. Limit the repeat of loops, or segments
2. Limit the length of a simple data element

3. Specify a sub-set of the IGs internal code listings
4. Clarify the use of loops, segments, composite and simple data elements
5. Any other information tied directly to a loop, segment, composite or simple data element pertinent to trading electronically with Colorado DHCPF

In addition to the row for each segment, one or more additional rows are used to describe Colorado DHCPF usage for composite and simple data elements and for any other information. Notes and comments should be placed at the deepest level of detail. For example, a note about a code value should be placed on a row specifically for that code value, not in a general note about the segment.

All Colorado DHCPF clients are considered “subscribers” so they all have individual loops. See the Implementation Guide for additional information.

TPID –This is the number that is assigned to the provider/submitter to uniquely identify their electronic transaction. This may also be referred to as the Electronic Claim Submission (ECS) number or Trading Partner ID.

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Loop ID	Reference	Name	Codes	Notes/Comments
HEADER	ISA	Interchange Control Header		
	ISA01	Authorization Information Qualifier	00	
	ISA02	Authorization Information		No data is expected in this element.
	ISA03	Security Information Qualifier	00	
	ISA04	Security Information		No data is expected in this element.
	ISA05	Interchange ID Qualifier	ZZ	
	ISA06	Interchange Sender ID		Enter the Trading Partner ID (TPID) assigned by the Colorado Medical Assistance Program.
	ISA07	Interchange ID Qualifier	ZZ	
	ISA08	Interchange Receiver ID	COMEDASSIST PROG	
	GS	Functional Header Group		
	GS02	Application Sender's Code		Enter the Trading Partner ID (TPID) assigned by the Colorado Medical Assistance Program.
	GS03	Application Receiver's Code	COMEDASSIST PROG	
	GS08	Version /Release/ Industry Identifier Code	005010X216	Standards Approved for Publication by ASC X12 Procedures Review Board through October 2003

Loop ID	Reference	Name	Codes	Notes/Comments
	ST	Transaction Set Header		
	ST03	Implementation Guide Version Name	005010X216	
2010B	NM1	Information Receiver Name		
	NM101	Entity Identifier Code	PR	
	NM102	Entity Type Qualifier	2	
	NM103	Information Receiver Last or Organization Name	COLORADO MEDICAL ASSISTANCE PROGRAM	
	NM108	Identification Code Qualifier	PI	
	NM109	Information Receiver Identifier	CO_TXIX	
2010C	NM1	Subscriber Name		
	NM103	Subscriber Last Name		Enter the Subscriber's last name. It is recommended to include this information for an alternate search option.
	NM104	Subscriber Name First		Enter the Subscriber's first name. It is recommended to include this information for an alternate search option.
	NM108	Identification Code Qualifier	MI	
	NM109	Member Number		Enter the Colorado Medical Assistance Program Client ID.
2010C	REF	Subscriber Supplemental Identification		
	REF01	Reference Identification Qualifier	SY	
	REF02	Subscriber Supplemental Identifier		Enter the Subscriber's social security number. It is recommended to include this information for an alternate search option.
2000E	UM	Health Care Services Review Information		
	UM03	Service Type Code	47, 86, A7, AB, E2	Colorado Medical Assistance Program will only process codes: 47, 86, A7, AB, and E2

Loop ID	Reference	Name	Codes	Notes/Comments
				Reference http://www.wpc-ed.com/reference/codelists/healthcare/health-care-service-type-codes for more information about these codes.
2010EA	NM1	Patient Event Provider Name		
	NM108	Identification Code Qualifier	XX	
	NM109	Patient Event Provider Identifier		Enter the National Provider ID.
2000F	UM	Health Care Services Review Information		
	UM03	Service Type Code	47, 86, A7, AB, E2	Colorado Medical Assistance Program will only process codes: 47, 86, A7, AB, and E2 Reference http://www.wpc-ed.com/reference/codelists/healthcare/health-care-service-type-codes for more information about these codes.
2000F	SV1	Professional Service		
	SV101-1	Product or Service ID Qualifier	HC	
2000F	SV2	Institutional Service		
	SV202-1	Product or Service ID Qualifier	HC, ZZ	
2010F	NM1	Service Provider Name		
	NM108	Identification Code Qualifier	XX	
	NM109	Service Provider Identifier		Enter the National Provider ID.
2010F	REF	Service Provider Supplemental Identification		

Loop ID	Reference	Name	Codes	Notes/Comments
	REF01	Reference Identification Qualifier	ZH	
	REF02	Service Provider Supplemental Identification		Enter the Colorado Medical Assistance Program Provider ID.

APPENDIX 1: Frequently Asked Questions

Q1: Can I send each Health Care Services Review – Notification and Acknowledgement (278) transaction to Medicaid without selecting the transaction on my Trading Partner Agreement?

A1: No. All Trading Partners must have signed a Trading Partner Agreement and be set up for the transaction types agreed upon.

APPENDIX 2: Change Summary

Date	Change	Responsible Party
August 2016	Original Document	EDI Department